

## **District IV Citizen Review Panel Meeting**

Monday, October 29, 2018

9:00 – 12:00 PM

Syringa Conference Room  
Central District Health Department  
707 N. Armstrong Place, Boise 83704

Meeting purpose: Introductions and orientation for new District IV CRP members

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9:00 – 9:45 Welcome, Introductions and Ice-Breaker – Alexis Pickering

- Who you are
  - What you do/where you work
  - Why did you apply
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9:45 – 10:00 CDHD Introduction - Alexis Pickering and Jaime Aanensen

- Agency Overview
  - CDHD Staff Involvement
  - BHB Experience
  - Cliff Analogy
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10:00 – 10:45 Executive Session Discussion – Donna Mahan, Management Assistant

- Non-disclosure Agreements with Notary
  - Roberts Rules of Order
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10:45 – 10:55 Break

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10:55 – 11:10 By-Laws – Alexis Pickering

- Create our own or use BHB by-laws
  - Elect positions for CRP (Chair, Vice-Chair, Secretary)
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11:10 – 11:40 Case Review Process - All

- Communication
  - Access to Files
  - Open Meeting Law
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11:40 – 12:00 Panel Business – All

- Meeting Schedule
  - Training Prep
  - Webpage
  - Logo/Branding
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